

TOWN MANAGER MONTHLY REPORT

September, 2016



To: Town Council

From: Marc Orlando, ICMA-CM, Town Manager

Date: October 11, 2016

Town of Bluffton
20 Bridge St.
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Bluffton, SC 29910
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Town Operations

- Weekly meetings with senior staff team every Wednesday.
- Monthly meetings with individual Department Heads, Deputy Town Manager, and the Executive Director of the Don Ryan Center for Innovation.
- Weekly meeting with Capital Projects Program Manager.
- Meetings with Department Heads throughout the month to administrate the FY2017 Consolidated Budget.
- Meeting with Deputy Town Manager Scott Marshall, Beaufort County Deputy Administrator Josh Gruber, and Beaufort County Transportation Engineer Colin Kinton on September 1st.
- Attended Town Hall Design and Space Planning Kick Off Meeting with Town Staff on September 1st.
- Attended Urban Land Institute Capital Markets Conference on September 6th and 7th.
- Attended a Mobile Vending Ordinance Public Input Meeting on September 8th.
- Attended Greater Bluffton Chamber of Commerce Ribbon Cutting at God's Goods Thrift Store on September 9th.
- Attended Town of Bluffton "911 Ceremony" on September 11th.
- Attended Don Ryan Center for Innovation Board Meeting on September 14th.
- Attended 28th Annual Beach/River Sweep on September 17th.
- Meeting with Bartow, FL Economic Development Director Rob Clancy on September 19th.
- Meeting with Greater Bluffton Chamber of Commerce Executive Director Shellie Hodges on September 20th.
- Attended Town of Bluffton "All Staff Quarterly Communications Meeting" on September 21st.
- Attended 2nd Annual Don Ryan Center for Innovation Golf Tournament on September 26th.
- Attended Greater Bluffton Chamber of Commerce Ribbon Cutting at *Grayco* on September 27th.
- Attended HHI/Bluffton Chamber of Commerce Ribbon Cutting at *Abode Fine Furnishings* on September 29th.

Town Council/Town Attorney Related Meetings

- Weekly Mayor / Mayor Pro Tem / Town Manager meeting every Thursday.
 - Monthly meeting with Town Attorney to coordinate Town Council Agenda items.
 - Weekly meetings with Councilman Dan Wood.
 - Attended Town Council Meeting on September 13th.
 - Meeting with Terry Finger on September 13th.
 - Attended the State of the Georgia Ports Address Hosted by the Georgia Ports Authority with Town Council members on September 15th.
 - Attended Beaufort County Economic Development Corporation Meeting on September 21st.
 - Meeting with Councilman Harry Lutz on September 21st.
 - Meeting with Councilman Fred Hamilton on September 23rd.
 - Attended Special Town Council Meeting on September 27th.
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- Meeting with Mayor Sulka, Councilman Larry Toomer and Randy Boehm to discuss beautification and litter control on Bluffton corridors on September 29th.
- Attended Beaufort County Economic Development Corporation Meeting on September 30th.